

LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

BUSINESS MEETING MINUTES

July 25, 2012

CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:10am

ROLL CALL

The following Board members were present:

Edward Bluth, MD
Gregory Bradley, MEd, RT(R)
Luke Bujenovic, MD
Susan Hammonds-Guarisco, BSRT(R)
Jack LaTour, Jr., LHA
Dawn Matte, LHA
Larry Walker, LHA
Connie Young, MEd, RT(R)

The following Board members were absent with prior excuse:

Elizabeth Frizzell, RT(R)
Abbie Kemper-Martin, MD
Curtis Sutton, MD

Also present was:

Kenneth Jones, Executive Director

Also absent was:

Katherine Muslow, Counsel

MINUTES

The minutes of April 18, 2012 had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of April 18, 2012 by L.Bujenovic

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 7, Nays = 0. Motion passed unanimously.

FINANCIAL REPORT

Financial Review Committee Report

The Chairman reported the monthly financial review packets are being received with no problems.

Financial Report by Executive Director

The Executive Director discussed the following reports

- Fiscal year comparison to budget
- Fiscal year comparison to previous year
- Assets and liabilities as of July 1, 2012
- Assets and liabilities compared to previous fiscal year

CHAIRMAN'S REPORT

The Chairman thanked Ken and Margaret for their hard work and patience during the recent renewal process. Ken has done an outstanding job for the year. Office is making much progress.

Concern was expressed regarding the response time with our attorney. As we proceed with changes to the Rules and Regulations and possibly the law itself, a greater dependence on the attorney's expertise will be required. The Board understands that this is a small component to our attorney's responsibilities, however, Board operations must be done in a timely manner.

Confusion still exists between the LSRTBE, LSRT, ARRT, and ASRT. Additional articles will be printed in the LSRT's Focal Spot Monitor magazine to educate state members on the difference.

LICENSURE

The Executive Director submitted and discussed the following reports;

- State Radiologic Technology Board Statistics, Number of Issued Licenses
- 2012 License Renewal Statistics
- Number of new graduates applying for licenses between April to July

Mr. Bradley mentioned he thought northern Louisiana radiologic technology programs have increased their enrollment and number of graduates.

BUSINESS ADMINISTRATION

Internal Affairs Committee Report

No activity reported.

Continuing Education Committee Report

When on-line renewals become effective a very strong audit policy and process to verify continuing education will need to be developed by the Executive Director.

Web Site Report

Executive Director reported the following;

- Web site counter/hit calculator was reset, do not have an actual number to report.
- Web site has been updated notifying licensees that wallet cards are no longer issued.
- The ARRT Board Position Statement that was approved during the 4/18/12 has not yet been placed on the website. The Executive Director is waiting for final approval of other position statements so the update can be made once.

Staff Vacation/Sick Leave Report

Report was made available to Board members for review. Margaret Scott is still taking FMLA but has been very flexible in completing her job responsibilities.

Rules and Regulation Review

The Executive Director reviewed the ARRT Ethics Process at the 4/18/12 meeting.

K.Muslow submitted by email to the Executive Director changes and opinions to Title 46, Chapter 7, Actions before the Board. Executive Director forwarded email to Board members prior to meeting and had copies available at this meeting. Board responses to comments are as follows;

- K1 Code of Ethics already published on the website.
- K2 Sentence to read, "If the board decides to institute a formal hearing, the hearing shall be promptly instituted and conducted at the board office.
- K3 Board agrees and will rewrite statement as suggested.
- K4 Discussion occurred that the board attorney should be present as long as not a voting member.
- K5 Board agrees
- K6 This is already occurring.
- K7 Hearings have not and are not recommended to be open to the public due to the personnel nature and invasion of privacy. However, the final order/determination of the Board would be considered a public record.
- K8 Redundant, will be removed.
- K9 Redundant, will be removed.

Recommended stike-outs and re-writes will be incorporated in the next draft.

Executive Director will contact K.Muslow regarding changes and clarification on issues discussed. Changes will be emailed to Board members for review prior to the October meeting.

Board Operations

The Executive Director reported:

- Attorney contract has been approved by the LSRTBE, Attorney General and Risk Management. One original will be mailed to K.Muslow.
- Two certificates of deposits are coming due, Board agreed to keep in place and let automatically renew.
- Multiple fiscal year end reports for the State have been completed.
- Payroll audit by the Department of Civil Service was successful with 100% compliance.
- Executive Director will begin researching on-line renewal applications for March 1, 2013 implementation.
- The Board approved payment to renew the current domain name along with purchasing all other "lsrtbe" domains.

OLD BUSINESS

Radiologist Assistant

- The Board of Medical Examiners and Louisiana Radiologist's Society have no interest in moving forward and is unlikely to happen before the Presidential election.
- The ASRT is optimistic and moving forward.
- The Board recommends that LSRT place this item on their agenda and have all requirements ready to introduce into legislation.

Fusion Technologist

- Chairman, Executive Director, and Mr. Steve Trichell met in Baton Rouge on June 12, 2012 to review the current law and regulations related to fusion licensing in Louisiana.
- Recommendations were made by Board members. The Executive Director will revise Title 46 regarding Fusion licensing, then email to all Board members for review prior to the October Board meeting.
- Executive Director will research where contrast media/drug administration continuing education can be obtained for fusion license requirements and forward that information to Board members.

Fluoroscopy Board Position Statement Review

The Board agreed to revise the Fluoroscopy position statement to read:

"Licensed Radiologic Technologists in Radiography are permitted to assist with fluoroscopy procedures, and perform non-interpretive fluoroscopic procedures under direct supervision* of a Licensed physician."

*Direct supervision is defined by the Centers for Medicare and Medicaid Services (CMS).

LSRT Meeting Update

- Annual state meeting was held in Lafayette, LA July 25-28, 2012
- Connie Young, Board member, provided two continuing education lectures
- Seventeen continuing education hours were available
- Executive Director gave presentations at the Board meeting and business session
- Positive comments were made about the updated LSRTBE website

LSRT Board requests the following from the LSRTBE

- Change renewal licensing cycle to birth month
- Change continuing education requirements so that 50% of hours come from live lectures

Licensing Board will continue its representation at the state meeting

Board Appointments/Reappointments by Governor Update

- Dr. Bujenovic has been officially re-appointed by the Governor
- Other Board members have been contacted but no official notification

NEW BUSINESS

Proposed Changes to Continuing Education Requirements

- Chairman read a letter from the LSRT President requesting changes in the continuing education requirement.
- Executive Director will contact the ASRT and research other licensing state's continuing education requirements for discussion at the October meeting.

RSNA Attendance

Decision was not to send a representative this year as it will add to expenses. Consideration will be taken for 2013 attendance.

Election of Officers

MOTION made by E.Bluth to accept current officers

SECOND by L.Bujenovic

ACTION: by Voice Vote: Ayes = 7, Nay = 0. Motion passed unanimously.

Connie Young provided her resignation letter effective July 31,2012. The Board thanked her for the dedication and hard work through the years. The Chairman explained the process for appointment of a new member.

Chair requested a **MOTION** to move into Executive Session with only Board members present.

MOTION made by L.Bujenovic

SECOND by E.Bluth

ACTION: by Voice Vote: Ayes = 7, Nay = 0. Motion passed unanimously.

Chair requested a **MOTION** to move out of Executive Session and return to Business Session

MOTION made by E.Bluth

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 7, Nays = 0.

Motion passed unanimously.

NEXT MEETING DATE

Wednesday, October 17, 2012 at 11am

ADJOURN

Chair requested a **MOTION** to adjourn meeting

MOTION made by G. Bradley

SECOND by L. Bujenovic

ACTION: by Voice Vote: Ayes = 7, Nay = 0.

Motion passed unanimously, meeting ended at 2:30pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones, MEd,RT(R)
Executive Director